



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیٹڈ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

May 28, 2023

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:87-2023

For the greater interest of the Company, the following employees are hereby transferred as under:

Sl	Name, Desig. & ID No	Present Dept./Office	Transferred to
01	Mr. Ripon Hossain (1108), Senior Officer	Cash Section, Hasnabad Org. Office, Dhaka Zone-18	Cash Section, Postagola Org. Office, Dhaka Corp. Zone-07
02	Ms. Sabi Akter (1845), Senior Officer	IT Dept., Hasnabad Org. Office, Dhaka Zone-18	Cash Section, Hasnabad Org. Office, Dhaka Zone-18
03	Mr. Md. Atik Hasan (2926), Junior Officer	Cash Section, Postagola Org. Office, Dhaka Corp. Zone-07	Cash Section, Jurain Org. Office (0128), Dhaka Zone-18
04	Mr. Uday Sonkar Ghosh (2451), Junior Officer	Cash Section, Chattogram Zone-07 (Chawkbazar)	Cash Section, Mohadebpur Org. Office, Bogura Zone

Mr. Ripon Hossain and Mr. Md. Atik Hasan shall handover the overall charges to Mr. K. M. Monower Hossain (1276), Assistant Vice President, Finance & Accounts Department of City Service Centre, Dhaka.

Mr. Uday Sonkar Ghosh shall handover the overall charges to Mr. Md. Abul Kalam Azad (0122), Assistant Vice President, & Operation Incharge, Chattogram Divisional Office, Service Centre.

Ms. Sabi Akter will be entitled to Cash allowance@ Tk.750/- (Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/- (Five lac).

The above employees are advised to report their joining to the Incharge of respective offices along with Stationary Items allotted to them and release letter from their existing offices by 31-05-2023 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Md. Atik Hasan (2926), Junior Officer, Postagola Org. Office, Dhaka Corp. Zone-07 vide Office Order No.:76-2022, dated 14-05-2022 at Cash Section, Jurain Org. Office (0128), Dhaka Zone-18 is hereby cancelled.

Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Department

• Copy forwarded to: Above 05 (Five) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Department

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C.C. to: for kind information:

1. The Chief Executive officer.
2. The Deputy Managing Director (Operation).
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The SEVP & Chief Financial Officer.
5. Mr. Md. Abul Kalam Azad (0122), AVP and Operation Incharge, Chattogram Divisional Office
6. Mr. K. M. Monower Hossain (1276), AVP, Finance & Accounts Department of City Service Centre,
7. Master file 8. Office Order file.
9. Personal file.

1. The SEVP (PRT) & Incharge, Rangpur Corp. Zone.
2. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-07.
3. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-01
4. The EVP (PRT) & Incharge, Dhaka Zone-18.
5. The Incharge, Chattogram Zone-07.
6. The Incharge, Bogura Zone.
7. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন